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## **CITY OF TEMPE REQUEST FOR COUNCIL ACTION**

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**Council Meeting Date: 12/13/2012  
Agenda Item: 5E6**

**ACTION:** Adopt a resolution approving procedures for naming City facilities.

**FISCAL IMPACT:** There is no fiscal impact directly associated with the approval of this resolution.

**RECOMMENDATION:** Adopt Resolution No. 2012.130.

**BACKGROUND INFORMATION:** This resolution establishes a process for naming a City facility in recognition of an individual.

The process excludes the naming of city streets and alleys as these City facilities are formally named through City ordinance found in Chapter 25 Article III of Tempe City Code. New street names are approved by the development review commission before such streets are officially named. Further, Mayor and Council may change, rename, or name an existing or newly established street at any time upon recommendation of the development review commission. This action is accomplished by City Council Resolution.

In keeping consistent with this existing street naming policy, the procedure specifies that final approval by City Council Resolution accomplishes the naming of a City facility.

In preparing this recommendation staff researched past Council action taken to name various city facilities, property, and locations throughout the City of Tempe in recognition of individuals. In completing the research of existing facility names, staff utilized the City's capital asset inventory information from the finance department, historical Council actions provided by the City Clerk's office, the City website, and historical knowledge gleaned from staff.

Through the research completed to date, staff determined that 45 naming actions occurred from 1980 to present day. From that total, since 2001, there have been 18 actions. Through research on the City's website, staff found that out of 54 City Parks and Special Facilities all but 15 are named after individuals.

Council requested that staff research what policies other municipalities have adopted for naming city facilities and recommend possible elements to include in an adopted policy. To research other Arizona municipal policies, staff utilized professional contacts from regional municipalities, the League of Arizona Cities & Towns, and resources available through the National League of Cities. A complete list of the cities included in the staff research effort is included in this memorandum.

The municipal policies reviewed contained some common elements, namely:

- A Stated Policy Objective;
- The Policy Scope or Application;
- Specific Criteria or Standards used to determine if a proposed name is proper; and
- Procedures and approval steps needed to forward a naming proposal to the City Council.

Based on the information obtained from staff research, it is recommended that the City Council adopt a process for naming City facilities prior to the City Council acting on a request to name a City facility after an individual.

With the apparent advantages to an adopted policy and the availability of many examples from other jurisdictions, staff recommends the City Council adopt the resolution to establish a process for naming requests within the City of Tempe.

**ATTACHMENTS:** Resolution and Exhibit A.

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